



Job Posting

Title: Electrician – Buildings and Grounds Department

*To apply, please contact Mark Anderson, Human Resources Manager, at (317) 927-7574 or email at manderson@indianastatefair.com.

Position Summary

The purpose of this position is to assist the Senior Electrician in maintaining and repairing the electrical systems for all buildings and grounds in compliance with proper safety codes.

Essential Functions and Responsibilities

1. Maintain the electrical supply system.
2. Repair various buildings' electrical components.
3. Prepare and install electrical systems for new construction projects.
4. Order materials for repair and construction.

Skill Requirements

1. **Strong ability to prioritize:** Able to use sound judgment in evaluating the relative urgency of various issues; appropriately classifies in terms of time sensitivity, impact, complexity, importance, etc.
2. **Understanding of policies and procedures:** Able to act in accordance with established guidelines; communicates and enforces organizational policies and procedures.
3. **Excellent attention to detail:** Able to follow detailed procedures and ensures accuracy in service, documentation and data; carefully monitors processes; concentrates on details and organizes and maintains records.
4. **Maintains quality:** Able to maintain high standards despite pressing deadlines; establishes high standards and measures; does work right the first time; tests new methods thoroughly.
5. **Good team player:** Able to share credit with coworkers; promotes a friendly work environment; works closely with other departments, as necessary.

Educational/Experience Requirements

- High school diploma or GED equivalent.
- Completion of electrical vocational training that leads to electrician licensing.
- Background knowledge in plumbing and HVAC.
- Excellent knowledge of both new and old electrical systems.

Job Complexity

This position requires some of judgment and analytic ability requiring somewhat complex calculations and solving minor problems.

Supervisory Responsibilities

None

Supervision Received

This position will receive general direction from the Senior Electrician, who will establish broad goals. The employee participates heavily in setting work objectives.